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**OBJECTIVE**

- As an elementary / preschool teacher with 20 years of teaching experience, a Graduate of Master of Arts in Educational Management and having 12 units in Special Education seeking to apply in an institution where I can share and develop my knowledge and skills to support student growth and success.

EDUCATIONAL BACKGROUND**College****Year [1999] - [2003]**

Course : Bachelor of Elementary Education with Specialization in Child Education
School : New Era University (Philippines)

Year [2023]

Subject : EDU 415 (STEM)
: Nueta, Hidatsa, Sahnish College (New Town, North Dakota)

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Graduate Studies**Year [2004] - [2006]**

Course : Master of Arts in Education Major in Educational Management (Graduated)
School : New Era University (Philippines)

Year [2016] - [2017]

Course : Doctor of Philosophy in Education Major in Special Education and
Inclusive Education (12 units)
School : New Era University (Philippines)

WORK EXPERIENCE

Work Experience: Elementary Teacher

School Name: Edwin Loe Elementary School, Newtown, North Dakota, U.S.A.

Position: Fourth Grade Teacher

Duration: From 11 /2020 to 06/2023 (Present)

Total Number of Months: 33 Months

Job descriptions:

- ★ Develop various teaching methods for new curriculum for various students' requirements and prepare associate instructional materials.
- ★ Develop lesson plans for students on a daily and weekly basis.
- ★ Monitor work according to instructions and prepare teaching assignments on various documents.
- ★ Administer all assessment schedules and perform formative assessment for all students.
- ★ Ensure an effective environment for students.
- ★ Manage and ensure implementation of work according to school policies and regulations.
- ★ Determine special needs for students with special needs and health problems and develop remedial measures for same.
- ★ Prepare and update records for all students on an everyday basis.

Work Experience: Elementary Teacher

School Name: Edwin Loe Elementary School, Newtown, North Dakota, U.S.A.

Position: Intervention Teacher

Duration: From 08/2020 to 10/2020 Total Number of Months: 3

Job descriptions:

- ★ Provides individual or small group instruction to students who are struggling academically.
- ★ Work extensively with students to help them improve specific reading skills such as letter-naming, initial sounds, phoneme segmentation, and comprehension.
- ★ Consult frequently with classroom teachers on matters relating to reading instructions using progress-monitoring instrument as a base.
- ★ Assist teachers and other administrators and/ or supervisors in implementing the school reading program.
- ★ Promote interest in reading.

Work Experience: Elementary Teacher

School Name: LakeSide Elementary School, Lakeside Arkansas, U.S.A.

Position: Fifth Grade Teacher

Duration: From 08/2019 to 06/2020 Total Number of Months: 10

Job descriptions:

- ★ Use various methods such as oral presentation, workshops, discussion, etc. to provide instructions to individual students and class.
- ★ Prepare lesson plans, lesson materials, homework, test, etc. to meet curriculum goals.
- ★ Create an interactive classroom environment for students.
- ★ Develop classroom standards to maintain student discipline and behavior.
- ★ Evaluate student performance regularly and prepare progress reports.
- ★ Communicate regularly with parents on students' performance.
- ★ Perform school administrative activities as and when needed.

Work Experience: Elementary Teacher

School Name: Maligaya Elementary School, Division of City Schools, Quezon City, Philippines

Position: Teacher III

Duration: From 07/09 to 07/19 Total Number of Months: 120

Job descriptions:

- ★ Actively instruct students, create lesson plans, assign and correct homework, manage students in the classroom, communicate with parents, and help students prepare for standardized testing.
- ★ Prepare younger students for future education by teaching them vital subjects, such as reading, science and mathematics.
- ★ Develop and enforce classroom rules to teach proper behavior.

Work Experience: Elementary Teacher

School Name: Lagro Elementary School, Division of City Schools, Quezon City, Philippines

Position: Teacher I and Teacher III

Duration: From 01/05 to 06/09

Total Number of Months: 48

Job descriptions:

- ★ Provide a variety of materials and resources for children to explore, manipulate and use, both in learning activities and in imaginative play.
- ★ Teach basic skills such as color, shape, number and letter recognition, personal hygiene, and social skills.
- ★ Identify children showing signs of emotional, developmental, or health-related problems, and discuss them with supervisors, parents or guardians ,and child development specialists.

Work Experience: Nursery Teacher / Kindergarten Teacher

School Name: St. Michael School of Caloocan, Inc., Caloocan City / Lagro Elem. School, Quezon City / Maligaya Elem. School, Quezon City, Philippines

Position: Teacher I

Duration: From 06/03 to 03/08

Total Number of Months: 60

Job descriptions:

- ★ Provide a variety of materials and resources for children to explore, manipulate and use, both in learning activities and in imaginative play.
- ★ Read books to entire classes or small groups.
- ★ Observe and evaluate students' performance, behavior, social development, and physical health.
- ★ Plan and conduct activities for a balance program of instruction, demonstration, and work type that provides students with opportunities to observe, question, and investigate.

TRAINING/SEMINAR

August 2023	Jason's Foundation (The History of Suicide Prevention)
August 2023	Online Mandated Reporters Interactive Training Module (Suspected child Abuse and Neglect)
July 2023	STEM Training (with College Credits)
June 2023	Standard Based Grading Implementation
February 2023	CPR Training
October 2022	ALICE Training Certification
August 2022	Online Mandated Reporters Interactive Training Module

	(Child Abuse and neglect)
February 2022	Test Administrator Certification Course
March 2021	Test Administrator Certification Course
July 2020	Online Mandated Reporters Interactive Training Module (Child Abuse and neglect)
July 2020	Awareness and Prevention of Youth Suicide
July 2020	Youth Suicide: "A Silent Epidemic" (Module)
August 2018	In-Service Training, Parents Education Program
February 2018	Minimizing English Non-Readers from Grades 2 to 6
May 2017	DAP-ELLN Learning Tools
May 2017	In-Service Training
March 2017	Feeding, Bayanihan, and Cleaning Program in the Community
February 2017	Introduction to Haptics and Code of Professional Conduct
October 2016	MTAP Seminar Workshop in Mathematics

CHARACTER REFERENCES

Clifford John Graham
Retired Special Agent NDBCI
Paraprofessional (Edwin Loe Elem. School) New Town, North Dakota
701-739-4052

Agnes Borito
Classroom Teacher (Mission Glen Elem. School) Houston, Texas
832-279-5584

Ana Margarita Adato
Classroom Teacher (Edwin Loe Elem. School) New Town, North Dakota
701-818-1344

SUMMARY OF QUALIFICATION

- Completed 12 units of Doctor of Philosophy in Education Major in Special Education and Inclusive Education.
- Graduate of Master of Arts in Education Major in Educational Management.
- Graduate of Bachelor of Elementary Education with Specialization in Child Education.
- Passed the TOEFL exam in Arkansas last Dec. 2019
- TEFL certificate
- TESOL certificate
- CPR training certificate

- Attended various trainings and seminars and some of which with relevance in teaching preschool students.
- Teaching experience in public elementary school for 15 years and 1 year in private school teaching nursery to grade four students and Special Education students in the Philippines. Four years of teaching experience in U.S.A.
- Six years of teaching students in nursery and kindergarten ages 3 to 5 years old.

Charissa R. Avestro
Applicant